

ACTION LOG

WARD: Wycliffe Ward Community Meeting

DATE: 14th July 2026

TIME: 6:00pm

VENUE: St. Matthews Centre, 10 Malabar Road, Leicester, LE1 2PD



Present

Cllr Mohammed Dawood
WCEO - Angela Martin
Residents: 8

Apologies

Cllr Aqbany

Item	Action to note	Who
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1.	Introductions & Apologies, Declarations	
- The Chair, Cllr Dawood opened the meeting and welcomed everyone. <u>Cllr Dawood gave Cllr Aqbany's apologies.</u> - No declarations were noted. - Cllr Dawood re-ordered the agenda to accommodate the low numbers attended due to the heat annual holidays.		

2.	Councillors Feedback	
- The meeting noted an update from Councillors. - Cllr Dawood updated on the St Matthews Community Centre – Highlighting the deterioration, feasibilities and future proposals. - Resident comment made on the consultation process – not enough languages.		

3.	Local Policing Update	
The meeting noted no update from Local Police.		

4.	Highways Update	
The meeting noted an update from Highways – Appendix A.		

5.	City Warden Update	
The meeting noted an update from the City Warden – Appendix B.		

6.	Housing Update	
The meeting noted an update from Housing – Appendix C.		
7.	Resident Discussion / Matters Raised	
- The meeting noted Matters raised by resident for further action. <u>Key Matters / Issues Raised:</u> <u>Drug Use / Street Drinking and ASB</u> <u>Rats and Litter Issues</u> <u>Higher Police Presence Requested</u> <u>Tree</u> <u>Safety on the streets</u> - Concerned resident has sent letters to LCC regarding - Fly-tipping / Illegal Dumping, for example, bikes, beds on Sherrard Road / Cecily Road. - Cecily Road, Wilson Street, Melbourne Road – CCTV camera needed / Cleansing City Warden Action required, rubbish, waste and fly tipping. - Sherrard Road, Vulcan Road, Morley Road – Anti-Social Behaviour reported. Residents afraid to open their front doors, go out, or look out of their windows. Action – pass information to the local policing team. - Tree located on Hartingdon Street – Cause for complaint and concern. Resident is fearful that the overgrown tree roots are a hazard, and likely to cause further accidents. Action – contact Trees and Woodland to look at tree removal. - Bollards installed on Morley Road x 2 outside 30 – 32 Grove Road, causing a bottleneck request for these to be removed. Action – Cllr Dawood to contact Traffic and Highways. - Rats reported, increase in sightings due to rubbish being left out, and not cleared. Action – to be reported to Cleansing and Pest control teams. Action – RSM to contact.		Local Policing Trees and Woodland Traffic and Highways Cleansing and Pest Control
8.	Ward Community Budget	
- The meeting noted a Ward Funding update. - Ward Funding April 2025 - March 2026: £18,000. - Number of applications supported to date: 15. - Balance remaining: £11,504.		

The meeting closed at: 7:30pm.

Appendix A – Highways Update

Previous Issues Raised:

- Parking issues near the train station, it has become permit holders parking only.
 - The residential parking scheme in Zone E was introduced over 12 years ago. Several limited parking bays are available in the vicinity of the station, there are 1-hour free parking bays on Glebe Street and Seymour Street. In addition, there are pay by phone bays on London Road, where you can park for up to 3 hours.
- Conditions of the Road's in the ward are not very good.
 - We need specific street information. We recognize that our limited highway maintenance program does not always meet the expectations of our residents, but we do ensure that roads and footways are safe to use. The highways are inspected at least every 6 months and any intervention level defects found are repaired.
- Parking issues on Fredrick Road and Vulcan Road.
 - Jan 2025 to date:
 - Fredrick Road – 179 visits – 79 Observations - 60 PCN's
 - Vulcan Road – 655 visits – 279 Observations - 143 PCN's
- Morley Road, Junction of Vulcan Road and Chatsworth's Street 16 dropped kerb in the area, why cannot they be raised and increase parking.
 - These are pedestrian crossing points. The council policy is to promote active travel (walking and cycling) and so we would not look to remove pedestrian facilities to increase on-street parking spaces.
- Disability bays cause a problem in the area, misuse of them, Fredrick Road, Hart Road.
 - Letters to the residents who have the ADBs will be sent, reminding them about advisory nature of those bays. For issues regarding individual bays please contact the TRO team on troteam@leicester.gov.uk
- Parking of untaxed vehicles on Maidstone Road.
 - This has been passed on to our Cleansing Services colleagues who deal with abandoned vehicles.
- Duffield Road parking issues cause problems with the bin collection; they are not collected due to parking.
 - A request for double yellow lines at the junction of Duffield Street and Chatsworth Street has been added to our record of requests. It is assumed that this is where the problem lies as Duffield Street is a one-way street and there are existing double yellow lines at its junction with Melbourne Road. Any changes to parking restrictions require a Traffic Regulation Order (TRO) which involves a lengthy and expensive legal process, so it is subject to funding being available. We have received many requests and do not have resources at present to do a TRO. However, we will keep a record of your request so that it can be investigated further if resources become available in the future.
- Florence Road, Street lights are not working.
 - This has been passed on to our Public Lighting team for investigation and repair.
- Hartington Road, the Pear Tree near the Chemist needs removal.
 - We are not sure why this would need removal. The area where the tree is part of an area being considered for NSSIP works and will be assessed accordingly.
- All the drains in the ward are blocked up and need cleaning.
 - When we received reports of blocked gullies within the ward, our Drainage team visited to unblock and clean the road gully at each location reported to us. Members of the public

can report blocked gullies they find directly to the council using the following link: [Report highway flooding and blocked gullies - Self](#).

- As part of our routine program, our Drainage crew last visited all the streets in Wycliffe to clean the gullies in April 2023.
- There are streets within Wycliffe ward that have a high volume of parked vehicles, which prevents our Drainage crews accessing the road gullies during the planned maintenance cycles. We are in the process of implementing a programme of temporary parking suspensions next year, to access the road gullies that would be normally obstructed by parked vehicles.

Highways Update and Upcoming Works

Highways Maintenance Works

We continue to inspect the footways and carriageways around the ward and in the last 6 months have found actionable defects as follows:

- Carriageway - 82 orders
- Footway - 131 orders

LEW Works - 4 build out removals and installation of blacktop road humps to create extra parking is work in progress. Work to be completed by first week of December 2025.

Locations	Date of works
Matlock Street	17/11/2025 to 21/11/2025
Cromford Street	24/11/2025 to 28/11/2025
Duffield Street	17/11/2025 to 21/11/2025
Wilson Street outside No 11	24/11/2025 to 28/11/2025

School Streets

Our Parking Enforcement team continues to visit schools in the ward, at drop-off and pick up times to enforce parking restrictions. Latest visits are:

- Taylor Primary 16/06/2025 + 12/11/2025
- Charnwood Primary 07/07/2025 + 09/09/2025
- Moat Community College 08/05/2025 + 13/10/2025
- Uplands Junior 19/06/2025 + 17/11/2025
- Highfields Primary 03/04/2025 + 23/09/2025

Appendix B – City Warden Update

Name: Carl Lount
Role: City Warden
Email: carl.lount@leicester.gov.uk

Date of Briefing: Tuesday 14th July 2026

Prepared by: Carl Lount

1. Service Priorities

2. Response to Actions from Previous Meeting

Action / Issue	Update / Outcome	Responsible Officer	Completion date / Status
St Matthews	Litter pick groups arranged for every Tuesday morning. Untidy land behind the advertising board cleared.	Hassan Hajat Carl Lount	
	Litter Poster competition with the local schools- TARA to choose the winner.	Hassan Hajat Eco Schools	
	DOC checks on businesses to ensure they all have legal waste contracts.	Carl Lount	
	S47 Bin notices issued to all premises with bins out on the street to reduce fly tipping and side waste	Carl Lount	

Following up on issues raised in the **Action log on 25/11/2025** I have been working on a **Bins on Streets** project to remove bins off the streets in the areas which have received the most complaints about this issue. After two written warnings, residents who continue to leave their bins outside on the street receive a final penalty. This action is currently ongoing.

Also raised in the **Action log** were areas such as **Melbourne Street / Melbourne Road junction**, which are regularly patrolled and any fly tip removed by the Cleansing Team. I requested Johnson's Health Centre on the corner keeps its large waste bin on the property to prevent people from leaving waste next to it.

3. Key Issues and Hot Spot Areas

Current issues / Hot Spots I have been dealing with include the following:

- Some Businesses have been leaving their waste on the highway and in the public waste bins, on St Mathews Estate, which is not allowed. A **Duty of Care** project has been started to check all businesses have all the paperwork to prove they are disposing of their waste correctly and legally. This will be expanded to cover the whole Ward.
- Ongoing issues with Fly tipping near 110 Earl Howe Street, I have been working with the Highways team and Cleansing Services at this location and work is ongoing.
- A large area of private land off Wharf Street North, St Mathews, had become overgrown and full of fly tip. Through due diligence I traced the owner to a company in London who had the land cleared up and the fencing repaired after receiving legal notice from myself.
- A lot of complaints have been raised within Wycliffe and Spinney Hills about residents *leaving bins and traffic cones in the disabled bay* to stop other residents parking there, while they are out. I report the traffic cones for Highways to remove, as procedure dictates and serves a notice on the ones leaving bins in the spaces. This is an ongoing issue.
- The Railway bridges off Humberstone Road within Wycliffe have become a Fly tip Hotspot and are currently being investigated by both Enviro-Crime and I, to deter or potentially catch those responsible.
- Several residents within St Mathews have received enforcement action, including fines for leaving waste within the courtyard areas, or outside the bin stores, even though there are plenty of education notices around the Estate. This is also an ongoing issue which I am working with the Housing Officers on.
- After complaints about the fast-food waste along Maidstone Road in Wycliffe, I assured the food businesses in that location all had the correct documentation and complied with their responsibilities.
- I recently worked with Taylor Road School as a local resident was allowing their dog to regularly foul outside the school gates, early in the morning.

I have been on annual leave for the past two and a half weeks and just returning to work at 07:30 Tuesday 14th July 2026. If issues have arisen within this period, please accept my apologies.

Appendix C – Housing Update

Officer / Service Contact:

Name: Andy East
Role: Neighbourhood Housing Team Leader
Email: andy.east@leicester.gov.uk
Phone: 4543972

Date of Briefing: 14 July 2026

Prepared by: Andy East

1. Service Priorities

Outline the main priorities or focus areas for the service over the coming period.

- **Environmental Budget 2026-2027:**

- 1) Installing shutters to bin store openings on St Matthews, to reduce smells and flies in communal gardens in summertime:
26-48 Montreal Road, 8-54 Calgary Road; 13-24 Calgary Road; 2-24 Kamloops Crescent; 25-47 Manitoba Road; 1-16, 17-32 Labrador Close; 51-74 Lethbridge Close.
- 2) Increasing parking bays on corner of Manitoba Road/Edmonton Road, by realigning the bays to use the space that was formerly for a recycling bin.

- **St Matthews Sheds** – we are aware there is a waiting list for sheds, however the records we have are not complete.

We have already checked the keys we hold for sheds.

We are currently going through an exercise of reviewing and updating all of our incomplete shed records.

Then we plan to place signs on those sheds with no recorded licensee advising that we will be changing the lock and that if anyone is using it to get in contact with us as soon as possible.

This should lead to an accurate list of all sheds available which can then be allocated, prioritizing tenants and those in upper floor properties who have limited storage.

- **St Matthews Drying rooms:** We are aware some drying rooms have been misused for storage and dumping – which is a fire risk and must cease. Others have suffered from pigeons gaining access, nesting and fouling the location.

We are in the process of locking those drying rooms before clearing them. We are also looking at installing mesh where necessary to prevent pigeons from entering. Where they are nesting, we must wait until they have finished before removing them.

- **St. Peters Re-cycling:** We acknowledge the re-cycling options in St Peters estate are limited and are working to improve them by replacing the green metal Mini Recycling Centre boxes with an appropriate number of larger orange re-cycling bins.

New larger recycling bins were installed on Taurus Close and by Clipstone House in December 2025 which dramatically improved the recycling and reduced fly-tipping.

We are hoping to introduce similar bins in the coming months in the following locations: Framland House, Pluto Close, Pegasus Close, Maxfield House.

2. Response to Actions from Previous Meeting

Action / Issue	Update / Outcome	Responsible Officer	Completion date / Status
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3. Key Issues and Hot Spot Areas

Highlight current or emerging local issues for councilors' awareness or input.

4. Planned Service Works

Location / Area	Type of Work	Timescale	Impact / Notes
St Matthews Estate	District Heating annual shut down for maintenance.	13 – 17 July 2026	Heating & hot water to homes will not be available. Works will be completed in the shortest possible time to minimise service disruption.

5. Current Developments

Summaries ongoing initiatives or service improvements relevant to the ward.

- *Improved re-cycling in St Peters as above.*

6. Service Changes

Note any organizational, operational, or policy changes that may affect residents or councillors.

- *Example: Revised bulky waste collection policy effective January 2026, or new 20mph zone changes*

7. Consultations / Community Engagement

Highlight any live or upcoming consultations, public meetings, or community engagement activity.

- *Example: Residents' survey on new parking zones; co-design sessions for youth space redevelopment.*

8. Additional Notes / Councillors Requests

Space for officers to capture any further comments, questions, or councillors' actions.